

WBAL-TV
Exhibit 24

MENU OPTION ACTIVITIES – Form BP-02

Type of Activity: Job Fair

Activity Classification: _____

Nature of the Activity, Including Date(s):

**Congressman Elijah Cummings 2009 Job Fair, March 30, 2009
NAACP Joint Employment Fair**

Scope of Station's Participation:

Booth at job fair, staffed by hiring managers from all 3 stations.

Station Personnel Involved:

Wanda Draper, Arthur Hawkins, Hugues Jean

Attach all documentation concerning the nature of the activity, the scope of the station's participation, and the station personnel involved.

* For "Activity Classification" use numbers "1" through "16" in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

***** DO NOT PUT IN PUBLIC FILE *****

#1 Job Fair

CONGRESSMAN ELIJAH CUMMINGS 2009 JOB FAIR

MONDAY MARCH 30, 2009
9:00 AM TO 3:00 PM
FIFTH REGIMENT ARMORY
29TH DIVISION STREET
BALTIMORE, MARYLAND 21201

*Wanda attended
Hugues
Arthur*

Featuring Workshops On:

- Helping Ex-Offenders Secure and Keep Gainful Employment
10:00 AM
- Finding Federal Employment
11:30 AM
- Job Readiness
1:00 PM

Participating employers include:

<ul style="list-style-type: none"> • AAI Corporation • Abacus Corporation • Admiral Security • All-State Career • Amerigroup Community Care • Baltimore Area Convention and Visitors Association • Baltimore City Community College • Baltimore City Department of Recreation and Parks • Baltimore City Department of Social Services • Baltimore City Department of Transportation • Baltimore City Government • Baltimore City Health Department • Baltimore City Joint Apprenticeship Program • Baltimore County Government • Baltimore County Public Schools • Baltimore Housing • Care First Blue Cross Blue Shield • Center for Urban Families • Chimes • Cianbro 	<ul style="list-style-type: none"> • Clark Construction Group • Comcast Cable • Community College of Baltimore County • CR Dynamics and Associates • CSX Transportation • Defense Information Systems Agency • DHS Immigration and Customs Enforcement • Enterprise Rent-A-Car • Famous Footwear • General Dynamics • Howard County Fire and Rescue • Howard County Health Department • Howard County Police Department • Howard County Public School System • Howard County Recreation and Parks • Job Corps • Johns Hopkins Health System Corporation • Kennedy Krieger Institute • L-3 Communications • Maryland Department of Budget and Management
<ul style="list-style-type: none"> • Maryland Department of General Services • Maryland Department of Health and Mental Hygiene • Maryland Department of Housing and Community Development • Maryland Department of Juvenile Services • Maryland Department of Labor, Licensing and Regulation • Maryland Department of Public Safety and Correctional Services • Maryland Department of the Environment • Maryland Department of Transportation • Maryland General Hospital • Maryland Natural Resources Police • Maryland State Department of Education • Mayor's Office of Employment Development • Mercy Medical Center • National Security Agency • NCO Information Systems, Inc. • Paychex 	<ul style="list-style-type: none"> • P-B Health Home Care Agency • Phillips Seafood Restaurant • PNC Bank • Providence Center • St. Agnes Hospital • The Harbor Bank of Maryland • The Maryland Zoo • The Whiting-Turner Contracting Company • Towson University • United Insurance Company of America • United States Secret Service • University of Maryland Medical Center • University of Maryland, Baltimore • UPS • US Army Corps of Engineers • US Census Bureau • VA Maryland Health Care System • Wendy's • Work on Wheels

For more information, please call 410-685-9199.

PLEASE NOTE:

MENU OPTION ACTIVITIES – Form BP-02

Type of Activity: Job Fair

Activity Classification: _____

Nature of the Activity, Including Date(s):

Congressman Elijah Cummings 2010 Job Fair, April 19, 2010
NAACP Join Employment Fair

Scope of Station's Participation:

Booth at job fair staffed by hiring managers, collecting resumes from potential employees.

Station Personnel Involved:

Wanda Draper, Arthur Hawkins/Hugues Jean (split shift for Radio)

Attach all documentation concerning the nature of the activity, the scope of the station's participation, and the station personnel involved.

* For "Activity Classification" use numbers "1" through "16" in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
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4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

***** DO NOT PUT IN PUBLIC FILE *****

ELIJAH E. CUMMINGS
7TH DISTRICT, MARYLAND

COMMITTEE ON
TRANSPORTATION AND INFRASTRUCTURE
CHAIRMAN, SUBCOMMITTEE ON COAST
GUARD AND MARITIME TRANSPORTATION
SUBCOMMITTEE ON RAILROADS,
PIPELINES AND HAZARDOUS MATERIALS

COMMITTEE ON
OVERSIGHT AND GOVERNMENT REFORM
SUBCOMMITTEE ON DOMESTIC POLICY
SUBCOMMITTEE ON FEDERAL WORKFORCE,
POSTAL SERVICE AND THE DISTRICT OF COLUMBIA

JOINT ECONOMIC COMMITTEE

SENIOR WHIP

Congress of the United States
House of Representatives
Washington, DC 20515

April 23, 2010

WBAL TV 11 and WBAL Radio 1090 AM
Ms. Justina Pollard
3800 Hooper Avenue
Baltimore, MD 21211

Dear Ms. Pollard:

I am writing to thank your organization for participating in my Job Fair on April 19, 2010. With close to 1500 participants, the job fair was a productive event.

As a result of your involvement, many people were able to obtain information about current job openings. Hopefully this event will have a positive impact on their lives and employment situations.

Also, I have enclosed an evaluation form. If you were not able to complete it during the job fair, please fill it out at your earliest convenience and send it to my Staff Assistant, Ms. Madhur Bansal, via fax at 410-685-9399 or email it to madhur.bansal@mail.house.gov.

As you know, it continues to be a difficult economic climate for job seekers, so I truly appreciate you sharing information about job openings at your organization. I thank you for what you have done for our citizens and I look forward to working with you in the future.

Sincerely,

Elijah E. Cummings

Elijah E. Cummings
Member of Congress

EEC/mb

☐ 2235 RAYBURN HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-2007
(202) 225-4741
FAX: (202) 225-5178

☒ DISTRICT OFFICES:
1010 PARK AVENUE
SUITE 105
BALTIMORE, MD 21201-5037
(410) 685-9199
FAX: (410) 685-9399

☐ 754 FREDERICK ROAD
CATONSVILLE, MD 21228-4504
(410) 719-8771
FAX: (410) 485-0110

☐ 8267 MAIN STREET
ROOM 102
ELLICOTT CITY, MD 21043-9903
(410) 465-8251
FAX: (410) 465-8740

www.house.gov/cummings

Pollard, Justina

From: Pollard, Justina
Sent: Thursday, April 08, 2010 12:54 PM
To: Hale, Yvette L
Subject: FW: confirmation for Congressman Cummings' 2010 Job Fair
Importance: High
Attachments: Employer Confirmation Letter 2010.pdf

Good Afternoon, Yvette !
Attached is the confirmation letter.

Cheers,
Justina

From: Bansal, Madhur [mailto:Madhur.Bansal@mail.house.gov]
Sent: Monday, March 29, 2010 4:08 PM
To: Bansal, Madhur
Subject: confirmation for Congressman Cummings' 2010 Job Fair
Importance: High

Hello,

I am writing to confirm your company or agency's participation in Congressman Cummings' Job Fair on Monday April 19, 2010 from 9 AM to 2 PM. We are requesting that organizations set up by 8:30 AM and stay for the duration of the event until 2 PM. Breakfast and lunch will be provided for a maximum of two representatives of your organization. I have attached a letter with additional details about the event as well as driving directions and information on where to park. Please note that this year; we are requesting employers to park in the Symphony Center Garage which is located two blocks from the Fifth Regiment Armory. If you park in this garage, we will provide you with one validated parking ticket. Additional details about the garage's location are outlined in the letter. You can unload your materials at the Armory before you park. The guard at the entrance of the Armory will be aware that people will need to enter to unload their materials, so just let them know which company or agency you are representing. If you choose to park elsewhere, we will not be able to provide with you any parking accommodations.

We will also be sending a copy of this letter to you in the mail. You can contact me at 410-685-9199 or email me if you have any questions or need additional information.

Thank you and we look forward to seeing you on April 19th!

Sincerely,

Madhur Bansal

Staff Assistant

Congressman Elijah Cummings

5/10/2010

7th Congressional District of Maryland

1010 Park Avenue, Suite 105

Baltimore, Maryland 21201

Phone: 410.685.9199

Fax: 410.685.9399

<<Employer Confirmation Letter 2010.pdf>>

**CONFIRMATION SHEET
CONGRESSMAN ELIJAH CUMMINGS 2010 JOB FAIR**

Monday April 19, 2010
9:00 AM to 2:00 PM
Fifth Regiment Armory
29th Division Street
Baltimore, Maryland 21201

PLEASE SEE THE END OF THE DOCUMENT FOR PAYMENT INSTRUCTIONS

Company Information:

WBAL-TV 11 and WBAL Radio 1090AM

COMPANY NAME

3800 Hooper Avenue ; Baltimore, MD 21211

MAILING ADDRESS

Balto.

CITY

MD

STATE

21211

ZIPCODE

410-338-6600

TELEPHONE NUMBER

410-338-6616

FAX NUMBER

Contact Person (All confirmation details will be sent to this individual):

Justina Pollard

NAME

410-458-3483

CELL PHONE NUMBER

jpollard@hearst.com

EMAIL ADDRESS

3600 Hooper Ave

MAILING ADDRESS

Baltimore

CITY

MD

STATE

21211

ZIPCODE

Will you need electricity?

Yes ☐

No ☒

✓

OPTION A OUTREACH ACTIVITIES -- Form BP-02

Type of Initiative: Howard University 2008 Communications Job Fair

Initiative Classification:

101 Job Fair

Nature of the Activity, Including Date(s):

Howard University – “2008 Communications Job Fair” – October 23rd and 24th, 2008

Scope of Station's Participation:

WBAL and 98 Rock purchased a table and distributed materials about the station, and employment and internship opportunities at WBAL-AM, WIYY-FM and WBAL-TV. Also promoted the importance of wbal.com and 98online.com and digital sales.

Station Personnel Involved:

Wanda Draper – WBAL-TV Dir. Prog./Pub. Service
Arthur Hawkins – Sales Manager, WBAL Radio
Hugues Jean – General Sales Manager, WIYY Radio

*Attach all documentation concerning the nature of the activity,
the scope of the station's participation, and the station personnel involved.*

For “Initiative Classification” use numbers “1” through “13” in accordance with the following:

1. Participation is at least four job fairs;
2. Hosting at least one job fair;
3. Co-sponsoring at least one job fair;
4. Participation is at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program;
6. Participation in job banks, Internet programs, and other program designed to promote outreach generally;
7. Participation in scholarship programs;
8. Establishment of training programs
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities;
13. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting

***** DO NOT PUT IN PUBLIC FILE *****

HOWARD UNIVERSITY

John H. Johnson School of Communications
Department of Radio, Television, and Film

February 6th, 2008

Hugues Jean
Hearst Radio/98Rock
3800 Hooper Avenue
Baltimore, MD 21211

Dear Hugues Jean,

The organizers of the NABEF Media Sales Institute at Howard University would like to thank you once again for the generous support you provide to the graduates from our program. **We have organized a "Meet and Greet Breakfast" for all recruiters and MSI participants on Wednesday, June 11, 2008 from 7:15 am to 8:15 am** so that you will be able to meet all of the participants in a more informal setting. You may also want to use this time to meet those participants that you may not be able to see on the second day.

We look forward to your participation in the "Presentation and Interviewing Process" for the NABEF Media Sales Institute at Howard University, Wednesday, June 11 – Thursday, June 12, 2008. Please fill out the attached "Company Confirmation" form and fax it to the attention of Professor Vicci Saunders at 202-806-4844.

The presentations will begin at 8:30 am on Wednesday, June 11 and Thursday June 12, 2008. They will take place at The Armour J. Blackburn Center Gallery Lounge, Howard University, 2400 6th Street, NW Washington D.C. 20019.

Lunch will be served from 12:00 p.m. - 1:30 p.m. in Howard University's Blackburn Center. The interviews will be held in the Blackburn Center Ballroom from 1:30 pm – 5:00 pm on Wednesday, June 11, and Thursday, June 12, 2008.

The following is a list of hotel suggestions for your convenience:

The Capitol Hilton
1001 16th Street, NW.
Washington, D.C.
202 393-1000

Renaissance Mayflower
Hotel Washington
1127 Connecticut Ave N.W.
Washington, D.C.
202 347-3000

Ritz Carlton
1150 22nd Street N.W.
Washington D.C.
202 835-0500

Grand Hyatt
1000 H Street N.W.
Washington D.C.
202 582-1234



This year we have accepted candidates from Ohio, Georgia, Virginia, Maryland, North Carolina, Delaware, and Washington D.C. All of our candidates will be counseled to accept the best career offer from stations/companies located in any state in the country.

Please let me know if you have any questions, comments, or suggestions. You can reach me at 202 806-9249 wk or 301 461-7980 cell.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vicki', followed by a long, sweeping horizontal line that extends to the right.

Vicki Saunders
Co-Founder NABEF Media Sales Institute
At Howard University

✓

OPTION A OUTREACH ACTIVITIES -- FORM BP-02

Type of Initiative: Loyola College Career Fair

Initiative Classification:

10 / Job Fair

Nature of the Activity, Including Date(s):

Career Fair at Loyola College – Wednesday, March 25, 2009

Scope of Station's Participation:

**We discussed sales career opportunities with several Loyola College students.
We also answered questions regarding internships at Hearst Radio.**

Station Personnel Involved:

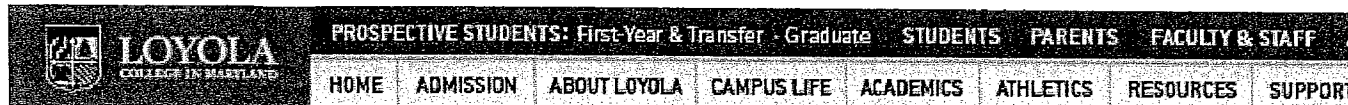
Wanda Draper - Dir Prog/Pub Service WBAL-TV
Hugues Jean – General Sales Manager, WIYY Radio
Arthur Hawkins – Sales Manager, WBAL Radio

*Attach all documentation concerning the nature of the activity,
the scope of the station's participation, and the station personnel involved.*

For "Initiative Classification" use numbers "1" through "13" in accordance with the following:

1. Participation is at least four job fairs;
2. Hosting at least one job fair;
3. Co-sponsoring at least one job fair;
4. Participation is at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program;
6. Participation in job banks, Internet programs, and other program designed to promote outreach generally;
7. Participation in scholarship programs;
8. Establishment of training programs
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities;
13. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting

***** DO NOT PUT IN PUBLIC FILE *****



Home > The Career Center > The Career Fair > Ecommerce Form

Search

THE CAREER CENTER

DeChiaro
Ground Floor
phone:
thecareercen

Undergraduate Students

Liberal Arts Majors

Graduate Students

Prospective Students

Alumni

Employers

[Recruiter's Guide 2008 - 2009](#)

[Career Fair 2009](#)

[Loyola College Profile](#)

[How Can I Get Involved?](#)

[NACE Principles of Professional Conduct](#)

[Parking on Campus](#)

[Hotel Accommodations](#)

Parents

Faculty

About Us

Calendar/Workshops

The Career Center Home

Your information has been received. Thank you for registering for our Career Fair. We will be in contact with you forward to seeing you!

Successful transaction.
Your credit card has been charged \$275.00.

For your reference your Order ID is: 9623

<u>Description</u>	<u>Qty/Value</u>	<u>Total Cost</u>
\$275.00 Registration Fee	1 @ 275.00/each	\$275.00
Number of Additional Representatives Coming for Lunch	0 @ 25.00/each	\$0.00
Grand Total:		\$275.00



Loyola College in Maryland. All Rights Reserved

Loyola College in Maryland - Career Fair 2009

GENERAL INFORMATION

When:

WEDNESDAY, MARCH 25, 2009
12:00 P.M. – 3:00 P.M.

Where:

Loyola College in Maryland, Reitz Arena
(Located in the Andrew White Student Center)

Cost / Registration:

COST: \$275.00 per company/organization
 \$200.00 for non-profit/government organizations

 \$25.00 late fee will be charged to those companies/
 organizations registering after **Friday, March 6, 2009**

- Register early – space is limited.
- A late registration will prevent your inclusion in the Fair Day Booklet.
- Cancellation must be made in writing; no refunds will be provided for cancellation after **Friday, March 6, 2009**.

Payment of Fees:

The registration fee is due **Friday, March 6, 2009**.

- Checks should be made payable to **Loyola College Career Fair 2009**.
- Please be sure to include the name of your company/organization on your check.
- **Mail to:**
The Career Center
Loyola College in Maryland
4501 North Charles Street
Baltimore, MD 21210-2699
Attn: Ms. Pamela Helmstetter, Data Analyst

Refreshments:

Registration fee includes a light lunch for 2 representatives.
Lunch fee of \$25.00 for each additional representative will be charged.

Set Up:

- Each company/organization will have its own table, which will accommodate two representatives.
- A small table sign identifying your company/organization will be provided.
- Room is equipped for wireless internet access.
- Access to electricity must be requested at time of registration. Limited availability.

Questions:

For further information, please contact The Career Center (410) 617-2232 or Ms. Pamela Helmstetter (410) 617-5641.
Fax - (410) 617-5125 e-mail – thecareercenter@loyola.edu

Hale, Yvette L

From: Career Center [TheCareerCenter@loyola.edu]
Sent: Tuesday, January 13, 2009 10:07 AM
Subject: Friendly Reminder Loyola College Career Fair 2009
Attachments: Registration Form General_12_11_08.doc; 2009 general information.doc

December 2008

Dear Employing Organization,

The Career Center at Loyola College in Maryland takes great pleasure in announcing its 24th annual Career Fair. We look forward to bringing together regional corporate representatives with students for an exchange of job information and interests. Students from other local colleges will also be invited to participate in the fair. Undergraduate and graduate students interested in pursuing summer, part-time, full-time, and internship opportunities with your organization will be in attendance.

**CAREER FAIR 2009
LOYOLA COLLEGE IN MARYLAND
WEDNESDAY, MARCH 25, 2009
12:00 P.M. - 3:00 P.M.
REITZ ARENA
(Located in the Andrew White Student Center)**

REGISTER AT LAST YEAR'S RATE!!!

We look forward to hearing from you and having your company/organization join us for this event. We encourage you to register for this fair early since space is limited. **The deadline date is Friday, March 6, 2009.** Details regarding registration, fees, deadlines, and other pertinent matters appear on the enclosed information sheet.

Sincerely,

Dr. CreSaundra Sills
Director
The Career Center

Enclosures

1/13/2009

On line registration: Career Fair 2009

Registration page: <https://www.loyola.edu/thecareercenter/forms/careerfair2009.html>

The Career Center
(410) 617-2232
thecareercenter@loyola.edu

MENU OPTION ACTIVITIES – Form BP-02

Type of Activity: Job Fair

Activity Classification: _____

Nature of the Activity, Including Date(s):

Part Time and Summer Job Fair, Towson University, April 6, 2009

Scope of Station's Participation:

Booth at job fair, staffed by hiring managers.

Station Personnel Involved:

Wanda Draper, Director of Programming/Public Service
Justina Pollard, Internship Coordinator

Attach all documentation concerning the nature of the activity, the scope of the station's participation, and the station personnel involved.

* For "Activity Classification" use numbers "1" through "16" in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

***** DO NOT PUT IN PUBLIC FILE *****

** 1 Job Fair*

Office Outlook Web Access
Type here to search
This Folder
Address Book
Options
Log Off

Mail
Deleted Items (8769)
Drafts [272]
Inbox (7267)
Junk E-Mail
Sent Items (133)
Click to view all folders >
Manage Folders...

Reply
Reply to All
Forward
Move
Delete
Close

Limited space still available for Towson University's career events!
Lmeyer2@students.towson.edu [Lmeyer2@students.towson.edu]
Sent: Tuesday, March 10, 2009 2:44 PM
To: Pollard, Justina
Dear Employer:

Limited space is still available for Towson University's spring career events. Register now on Hire@TU!

Part Time & Summer Job Fair
April 6, 2009, 10:30a - 3p

April 6, 2009, 10:30a - 3p

FEES:

Regular Registration (1-2 representatives)	\$240
Non-profit organizations (with documentation)	\$175
Additional representatives (up to 4)	\$25 each

Just In Time Career & Internship Fair
April 21, 2009, 11a-2p

FEES:

Regular Registration (1-2 representatives)	\$300
Non-profit organizations (with documentation)	\$200
Additional representatives (up to 4)	\$25 each

Please register online through Hire@TU.

1. Go to www.towson.edu/careercenter and click on Hire@TU for Employers.

2. If it is your first time using Hire@TU, click on "Click here to register" and enter in your information. (If you have an account, but have forgotten your account information, call 410-704-2233)

3. Once you log into the system select Career Events from the main menu and then select the name of the job fair you are interested in attending. **The official invitation is included as a link once you click on the name of the event.**

4. Follow all instructions. (If you have any questions, please call 410-704-2730)

We anticipate an overwhelming response and encourage you to return your payment and registration form to us in advance of the deadline. Because space is limited, participation in the fair is on a first-come, first-serve basis. No refunds will be granted after the deadline. All employers using the services of The Career Center must be in compliance with EEO/AA/ADA guidelines and legislation.

Should you have any questions regarding this year's fairs, please do not hesitate to contact me at aberglowe@towson.edu or 410-704-2730.

Sincerely,

Anna C. Berglowe-Lynch

Event Coordinator & Job Developer

Recruited Summer Interns Paula & Justina

Connected to Microsoft Exchange

✓

OPTION A OUTREACH ACTIVITIES -- Form BP-02

Type of Initiative: Towson University Job Fair

Initiative Classification:

~~10~~ / Job Fair

Nature of the Activity, Including Date(s):

Towson University – “Just In Time Career and Internship Fair” – April 21, 2009

Scope of Station’s Participation:

We discussed sales career opportunities with several Towson University students.
We also answered questions regarding internships at Hearst Radio.

Station Personnel Involved:

Arthur Hawkins – Sales Manager, WBAL Radio
Hugues Jean – General Sales Manager, WIYY Radio

*Attach all documentation concerning the nature of the activity,
the scope of the station’s participation, and the station personnel involved.*

For “Initiative Classification” use numbers “1” through “13” in accordance with the following:

1. Participation is at least four job fairs;
2. Hosting at least one job fair;
3. Co-sponsoring at least one job fair;
4. Participation is at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program;
6. Participation in job banks, Internet programs, and other program designed to promote outreach generally;
7. Participation in scholarship programs;
8. Establishment of training programs
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities;
13. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting

***** DO NOT PUT IN PUBLIC FILE *****

Hale, Yvette L

From: aberglowe@towson.edu

Sent: Monday, February 02, 2009 12:32 PM

To: Hale, Yvette L

Subject: Registration for Towson University's Spring Career Events is OPEN!

Dear Employer:

Registration for all of Towson University's spring career events is available on Hire@TU!

Part Time & Summer Job Fair

April 6, 2009, 10:30a - 3p

FEES:

Regular Registration (1-2 representatives)	\$240
Non-profit organizations (with documentation)	\$175
Additional representatives (up to 4)	\$25 each

Just In Time Career & Internship Fair

April 21, 2009, 11a-2p

FEES:

Regular Registration (1-2 representatives)	\$300
Non-profit organizations (with documentation)	\$200
Additional representatives (up to 4)	\$25 each

Please register online through Hire@TU.

1. Go to www.towson.edu/careercenter and click on Hire@TU for Employers.

2. If it is your first time using Hire@TU, click on "Click here to register" and enter in your information.
(If you have an account, but have forgotten your account information, call 410-704-2233)

2/2/2009



TOWSON UNIVERSITY

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Quick Links

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Event Name: Just in Time Career & Internship Fair

Viewing Employer Registration: HEARST-ARGYLE TELEVISION, INC.

[Profile View](#)

[Registration Information](#)

[Profile Information](#)

[Payment](#)

Registration Information

Please review your registration below. To make changes to items in each section, c

***Registration Date:** 2/25/2009

***Organization Name:** HEARST-ARGYLE TELEVISION, INC.

Department: Sales

***First Name:** Arthur

Middle Initial:

***Last Name:** Hawkins

Address Line 1: WBAL Radio

Address Line 2: 3800 Hooper Avenue

City: Baltimoreq

State: MD

Zip Code: 21211

Map of Address Above: [Online Map](#)

Phone:

Fax:

E-mail: ahawkins@hearst.com

Website: www.wbal.com

Show Contact Info: Yes

Overview:

Additional Information:

Logo:

Profile Information

Positions Available: Sales - Account Executive

Majors:

Degrees Sought:

Job Categories:

Position Types:

Citizenship:

Fees

Item	Description
Employer Registration	The registration fee includes one six-foot draped table, refreshment service for two representatives.

Total Fees: \$300.00

Payment

Adjustment Amount: \$0.00**Adjustment Description:****Amount Paid: \$0.00****Amount Paid \$300.00****Amount Due: \$0.00****PO Number:****Pay Status: Paid****Payment Date: 2/25/2009****Payment Method: Credit Card**[Invoice](#)[Receipt](#)

OPTION A OUTREACH ACTIVITIES -- Form BP-02

Type of Initiative: Participation in Loyola College Career Fair 2010

Initiative Classification: 1

Nature of the Activity, Including Date(s):

Loyola College of Maryland 2010 Career Fair – Monday, March 22, 2010 at the Reitz Arena on campus

Scope of Station's Participation:

WBAL/WIYY Radio set up a booth display for the career fair. We discussed sales career opportunities at WBAL Radio and 98 Rock with several Loyola College students and alumni. We also answered questions regarding internships at Hearst Radio, Inc.

Station Personnel Involved:

Wanda Draper, WBAL-TV Dir. of Prog/Pub Affairs
Kathleen Taylor, 98 Rock Account Executive
Jim Riley, WBAL Radio Account Executive

*Attach all documentation concerning the nature of the activity,
the scope of the station's participation, and the station personnel involved.*

For "Initiative Classification" use numbers "1" through "13" in accordance with the following:

1. Participation is at least four job fairs;
2. Hosting at least one job fair;
3. Co-sponsoring at least one job fair;
4. Participation is at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program;
6. Participation in job banks, Internet programs, and other program designed to promote outreach generally;
7. Participation in scholarship programs;
8. Establishment of training programs
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities;
13. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting

***** DO NOT PUT IN PUBLIC FILE *****



THE CAREER
CENTER

December 2009

Dear Employing Organization,

The Career Center at Loyola University Maryland takes great pleasure in announcing its 25th annual Career Fair. We look forward to bringing together regional corporate representatives with students for an exchange of job information and interests. Students from other local colleges will also be invited to participate in the fair. Undergraduate and graduate students interested in pursuing summer, part-time, full-time, and internship opportunities with your organization will be in attendance.

CAREER FAIR 2010
LOYOLA UNIVERSITY MARYLAND
MONDAY, MARCH 22, 2010
12:00 P.M. – 3:00 P.M.
REITZ ARENA
(Located in the Andrew White Student Center)

REGISTER AT LAST YEAR'S RATE!!!
<http://www.loyola.edu/thecareercenter/employers/career%20fair.html>

We look forward to hearing from you and having your company/organization join us for this event. We encourage you to register for this fair early since space is limited. **The deadline date is Friday, March 5, 2010.** Details regarding registration, fees, deadlines, and other pertinent matters appear on the enclosed information sheet.

Sincerely,

Dr. CreSaundra Sills
Director
The Career Center

Kristen Turner

Kathleen Taylor

Enclosures

DeCHIARO COLLEGE CENTER, FIRST FLOOR, WEST WING
4501 NORTH CHARLES STREET, BALTIMORE, MARYLAND 21210-2699
PHONE 410-617-2232 • WWW.LOYOLA.EDU/THECAREERCENTER

Loyola University Maryland – Career Fair 2010

GENERAL INFORMATION

When:

MONDAY, MARCH 22, 2010
12:00 P.M. – 3:00 P.M.

Where:

Loyola University Maryland, Reitz Arena
(Located in the Andrew White Student Center)

Cost / Registration:

COST: \$275.00 per company/organization
 \$200.00 for non-profit/government organizations

\$25.00 late fee will be charged to those companies/
organizations registering after **Friday, March 5, 2010**

- Register early – space is limited.
- A late registration will prevent your inclusion in the Fair Day Booklet.
- Cancellation must be made in writing; no refunds will be provided for cancellation after **Friday, March 5, 2010**.

Payment of Fees:

The registration fee is due **Friday, March 5, 2010**.

- Checks should be made payable to **Loyola University Maryland Career Fair 2010**.
- Please be sure to include the name of your company/organization on your check.
- Mail to:
The Career Center
Loyola University Maryland
4501 North Charles Street
Baltimore, MD 21210-2699
Attn: Ms. Pamela Helmstetter, Data Analyst

Refreshments:

Registration fee includes a light lunch for 2 representatives.
Lunch fee of \$25.00 for each additional representative will be charged.

Set Up:

- Each company/organization will have its own table, which will Accommodate two representatives.
- A small table sign identifying your company/organization will be provided.
- Room is equipped for wireless internet access.
- Access to electricity must be requested at time of registration. Limited availability.

Questions:

For further information, please contact Ms. Pamela Helmstetter
(410) 617-5641 Fax - (410) 617-5125
e-mail - thecareercenter@loyola.edu

On line Registration: <http://www.loyola.edu/thecareercenter/employers/career%20fair.html>



Secure Payment // Career Fair Registration

General Information -> Registration -> Billing -> Confirmation -> **Finish**

Thank you for registering for the Career Fair at Loyola University Maryland! You will be receiving a confirmation email shortly.

Please print the below information for your records.

Confirmation Number: 011465

Description	Subtotal
SP Internship Non-Profile / Gov:	
\$275.00 Quantity: 1	Subtotal: \$275.00
	Total: \$275.00

Billing Address

Full Name: Edward C Kiernan
Billing Email: yhale@hearst.com
Billing Phone: 410-338-6637
Billing Address: WBAL Radio
Address 2: 3800 Hooper Avenue
City: Baltimore
State: MD
Zip/Postal Code: 21211
Country: US

Credit Card Information

Type of card: MasterCard
Credit Card Number: ****0113
Expiration Date: May, 2011

Event Form Data:

Registrant Information

Company Name:

WBAL-AM/WIYY-FM

Contact Person(s):

Arthur Hawkins

Title(s):

Sales Manager

Address Line 1:

WBAL Radio

Address Line 2:

3800 Hooper Avenue

City:

Baltimore

State

Maryland

Zip:

21211

Phone Number:

410-338-6637

Fax Number:

410-338-6491

Cell Number:

410-215-3141

Email

yhale@hearst.com

Web Address:

wbal.com or 98online.com

Need Access to Electricity:

No

Registration Fees

Payment Method

Credit Card

Registration Type

Standard Registration (2 representatives): \$275.00

Career Fair Booklet Information

Number of Positions Available:

2

Title of Positions Available:

Account Executives

Type(s) of Positions Offered:

Full-time

Positions Are Located In:

MD

Undergraduate Majors Sought:

Communication (Advertising Public Relations Journalism Digital Media), Marketing

Graduate Majors Sought:

MBA - Marketing

Standard Registration

Standard Registration (2 representatives)

1

[Back to Loyola Career Center](#)[Send this page to a Friend](#)



THE CAREER
CENTER

March 30, 2010

Dear Employer,

On behalf of The Career Center at Loyola College in Maryland, I would like to take the time to truly thank you for your participation in our 25th Annual Career Fair. We hope that your participation was productive and that you met with quality candidates for your job opportunities.

We have received positive feedback from both employers and students regarding the connections made at the Career Fair. If you did not have an opportunity to complete the evaluation survey, we have attached a copy for your convenience. We value your feedback.

Additionally, in a few weeks, you will be receiving electronically the Career Fair 2010 Hiring Survey that we will ask you to complete.

Should you need assistance in posting employment opportunities for our students and recent graduates, please contact Ms. Pamela Helmstetter, Data Analyst at (410) 617-5641 or phelmstetter@loyola.edu. If you would like to set up an on-campus recruitment visit, contact Ms. Mary DeManss, Assistant Director responsible for recruitment, at (410) 617-2692 or mdemanss@loyola.edu.

Once again, thank you for your continued interest in our students and alumni. We look forward to seeing you at our fair next year.

Sincerely,

Dr. CreSaundra Sills
Director
The Career Center

MENU OPTION ACTIVITIES – Form BP-02

Type of Activity: Job Fair

Activity Classification: _____

Nature of the Activity, Including Date(s):

Morgan State University annual Career and Internship Fair, April 15, 2010

Scope of Station's Participation:

Booth at job fair staffed by hiring managers, collecting resumes from potential employees.

Station Personnel Involved:

Wanda Draper, Arthur Hawkins, Hugues Jean

Attach all documentation concerning the nature of the activity, the scope of the station's participation, and the station personnel involved.

* For "Activity Classification" use numbers "1" through "16" in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

***** DO NOT PUT IN PUBLIC FILE *****



Simone Baptiste
WBAL – TV Channel 11
3800 Hooper Ave.
Baltimore, MD 21211

March 5th, 2010

Dear Ms. Simone Baptiste,

The Department of Communication Studies & Title III New Technologies Program invites you to participate in our 4th Annual Career and Internship Fair. The Fair is scheduled for Thursday, April 15, 2010 from 10:00 a.m. until 3:00 p.m. in the New Communications Center on MSU Campus. The Fair offers an excellent opportunity for your organization to recruit new staff, interns and volunteers, as well as share the latest information about your organization with fair attendees.

The Department of Communication Studies is one of the largest undergraduate programs at Morgan State University. It has a rich history of connecting its students with the best professionals in the communications industries. The department is dedicated to providing curricula that are designed to provide students with understandings of the roles of communication in our society. We believe that by building relationships between multi-media organizations and media professionals, our students will gain the academic and professional experiences that will make them competitive in an increasingly complex media environment.

Recruiters at the Career and Internship Fair will staff tables, answer questions, distribute information, accept resumes, and evaluate attendees for potential positions on internship slots. This Fair will attract graduate students, graduating seniors, and students who expect to enroll in the Department's internship classes during summer sessions and in the fall semester. Because of limited space available, we are asking that you confirm your attendance by March 19th, 2010. The Department of Communication Studies will provide lunch for the recruiters.

Please contact me directly for additional information. I look forward to hearing from you soon.

Tobias R. Morgan
Coordinator, Academic & Career Advising
Morgan State University
Communication Studies Department
Tobias.morgan@morgan.edu
(443)885-3505

Pollard, Justina

From: Pollard, Justina
Sent: Thursday, March 11, 2010 3:17 PM
To: 'Tobias.morgan@morgan.edu'
Subject: WBAL-TV 11

Good Afternoon, Tobias!
I would like to attend the Career and Internship Fair. Please add me your list.

Thanks for letting us know.

Best,
Justina Pollard
Internship Coordinator
WBAL-TV 11
3800 Hooper Avenue
Baltimore, MD 21211
410-338-6600
jpollard@hearst.com



Please Fax to the Communication Studies Department
Fax: (443) 885 - 8322

Attention: Mr. Tobias R. Morgan, Coordinator, Academic & Career Advising

Organization Name: WBAL-TV 11

Name & Title : Justina Pollard, Internship Coordinator
jpollard@kca15.com

☒ I will Participate in the 2010 Career & Internship Fair

☐ I will Not Participate in the 2010 Career & Internship Fair

Tobias R. Morgan
Coordinator, Academic & Career Advising
Morgan State University
Communication Studies Department
Tobias.morgan@morgan.edu
(443)885-3505

MENU OPTION ACTIVITIES – Form BP-02

Type of Activity: Job Fair

Activity Classification: _____

Nature of the Activity, Including Date(s):

Coppin State University Career Fair April 19, 2010

Scope of Station's Participation:

Booth at job fair staffed by hiring managers, collecting resumes from potential employees.

Station Personnel Involved:

Wanda Draper, Arthur Hawkins, Hugues Jean

Attach all documentation concerning the nature of the activity, the scope of the station's participation, and the station personnel involved.

* For "Activity Classification" use numbers "1" through "16" in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
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12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

***** DO NOT PUT IN PUBLIC FILE *****

Career Fair Tips

- Research the employers that interest you prior to visiting the career fair.
- Dress for success; you never have a second chance to make a first impression.
- Bring copies of your resume.
- Keep track of the recruiters with whom you speak and send follow-up notes to the ones that interest you. (Request a business card)
- Keep your eyes and ears open. Listen for questions asked by other career fair attendees. You might pick up valuable information as well as career fair "dos and don'ts."
- Talk to company representatives and ask meaningful questions.
- Ask questions that are relevant to your career goals. Sample questions:
 - Will you be interviewing on campus?
 - When can I expect to hear from you?
 - What is the typical entry-level salary?
 - What opportunities are available within this company?
- Don't interrupt the employer representative or fellow job seekers. If someone is monopolizing the time, make eye contact with the employer to let him or her know that you are interested in speaking. If all else fails, move to the next employer and plan to come back later.
- Find out the procedures to secure an interview with an employer you are interested in.
- Don't just drop your resume at the employer's table. Try to get it into a recruiter's hand. If you cannot speak to the recruiter, look for a business card to contact him/her at a later time.
- Be assertive and enthusiastic!
- **Good Luck!! If you are offered a position, please share your success stories with us.**

Visit the Career Services Center
(located in the J. Millard Tawes College Center, 1st Floor)
for assistance with resumes and/or successful tips
for interviewing.

*Remember: We are available to help you with
career related information and opportunities.*